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PROPOSED OUTLINE OF FINAL REPORT OF THE  
WORKING GROUP ON CAREER BENEFITS

1. This Working Group was established and the members named in the memorandum dated 15 October 1951 from the Career Service Committee. The following members were designated:

OPC  
OSO  
Office of Communications  
Office of Personnel  
Office of General Counsel  
OGI  
Executive Secretary,  
Career Service Committee



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In that memorandum the Working Group was given the following problem:

To recommend to the Career Service Committee the scope of and degree to which "Career Benefits" are necessary and desirable; in what manner these can be applied to develop an esprit de corps; how, in particular, tangible or intangible compensation may be made in connection with assignments to hardship or unhealthful overseas posts; how to administer and to determine the application of hazardous duty pay; whether bonuses and meritorious promotions can or should be used as reward for outstanding performance or as compensation for achieving and maintaining certain skills; whether a special retirement system is needed and if present disability and death compensations are adequate; to recommend a legislative program to effect the above.

The first meeting was held on 18 October 1951, and subsequent meetings were held at weekly intervals until the last meeting on 21 February 1952. A total of 18 meetings were held.

2. On the attached Tab X has been compiled a summary of the action taken by the Working Group at each of the meetings. The various recommendations and other actions evidenced by documents are referred to by tabs and a copy of each such document has been attached. It is believed that this summary will provide an accessible index of the activities of the Working Group.

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3. The agenda adopted by the Working Group at its second meeting and subsequently approved by the Career Service Committee was the subject of considerable discussion and work by the members of the Working Group. A great deal of time and work was devoted to a number of items on the agenda which quite clearly would require legislative action to secure attainment of the benefits desired. However, the working program of the Group was considerably revised by the memorandum from the Career Service Committee, dated 10 January 1952, submitted to the Working Group at its 12th Meeting. In that memorandum the Career Service Committee directed particular attention of the Working Group to the three particular items on the original agenda which could be secured without legislative action.

4. It is the firm belief of the Working Group that in order to induce employees of CIA to become a part of the Career Development Program and to submit to its disciplines the Agency must provide specific and tangible benefits to the careerist. These tangible benefits will be earned by the employee when he qualifies for and enters the Career Development Program, and will be enjoyed by him as long as he is a participant in the program and submits to its disciplines. They should not be available to those employees who refuse or are unable to meet the program's standards. It is our belief that the ultimate attainment of the recommended program of career benefits is necessary and desirable to develop an esprit de corps and to secure outstandingly qualified individuals who will consider service with CIA as a career. Such a body of people with an adequate esprit de corps is a prerequisite to the successful accomplishment of the assigned mission of CIA.

a. In addition to the career benefits of a tangible nature to which this Working Group has addressed itself, we recognize and wish to state here that equally important are the intangible benefits accruing to career employees by virtue of a soundly administrative career management program. Therefore, all aspects of the career service program, including training, selection criteria, rotation, etc., must be geared toward developing well rounded individuals who can advance into the senior positions within the Agency.

b. The necessity for a career benefits program for CIA is dependent to a large degree on the peculiar nature of the mission of this Agency and the resulting stringent requirements demanded of its employees. We need not dwell on the security aspects which force a role of anonymity, which under normal circumstances is repugnant to professional people. Further, the physical and mental stresses required particularly in the field of active operations are such that a compensating factor is essential. The compensating factor in our opinion should be the career benefits program as recommended by this Working Group.

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5. The program of additional career benefits deemed desirable by this Group is summarized below. These benefits were summarized in Tab E of the Progress Report submitted by the Career Service Committee to the DCI in January, 1952. The first grouping consists of those items which do not require legislation; the second grouping are those items which would require legislation.

Group I

- a. Additional pay for various types of hazardous duty.
- b. A meritorious award system providing for recognition of distinguished service to the Agency by medal, certificate, monetary, or a combination of all three.
- c. A CIA overseas post classification system providing benefits responsive to unhealthy conditions.
- d. Better group health insurance.

Group II

- e. Applications of the principles of the United States Employees' Compensation Act to dependents of employees engaged in hazardous duties who are themselves exposed to hazard.
- f. Death gratuity of six months' base pay to dependents of CIA employees whose death occurs in line of duty while serving overseas.
- g. Pay, within-grade raises, and grade promotions for vouchered funds personnel who are detained involuntarily by foreign governments.
- h. A more liberal retirement system.
- i. An appropriate and adequate leave system for all overseas employees.

6. The Working Group has made recommendations on all items in the program of additional career benefits which do not require legislation (Group I above). It is recognized that a considerable amount of work must be applied to the principles recommended by this Group. However, if the principles are approved, the details should be worked out by the appropriate administrative or operating activities in the Agency responsible for the subject matter. It is recommended that continuing attention be given to those items of the program of career benefits which will require legislation to secure their attainment. It is strongly urged that the recommended Career Benefits Program be assigned as a principal mission to the Career Service Staff. That Staff would be responsible for securing advice, guidance, and coordination from all activities of the Agency which are appropriately concerned.

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~~CONFIDENTIAL~~ Chairman  
Working Group, Career Benefits

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**HAZARDOUS BENEFITS**

Part I

Additional Benefits Desired by CIA

Benefits Desired

- a. Additional pay for various types of hazardous duty. (See Part II.)
- b. A meritorious award system providing for recognition of distinguished service to the Agency (somewhat similar to that of the Department of State). Awards may be by medal, certificate, monetary, or a combination of all three.
- c. A CIA overseas post classification system providing benefits responsive to unhealthful conditions.
- d. Applications of the principles of the United States Employees' Compensation Act to dependents of employees engaged in hazardous duties who are themselves exposed to hazard.

Action Required

- a. Approval by the DCI. (See Part II.)
- b. Approval by the DCI (In the case of medal, either legislative action or approval by the White House would be required.)
- c. Approval by the DCI. (If the benefit conferred additional credit against retirement, legislative action is required.)
- d. Legislative action. (While technically the DCI could authorize this benefit for unvouchered personnel, there is no authority for the DCI to approve similar benefits for vouchered personnel. Specific provision for this benefit was made in the proposed wording of P. L. 110 prior to its enactment. At that time, the Bureau of the Budget requested its deletion on the grounds that no precedent existed for such a provision. While it is true that some precedent has been established with respect to the Armed Services, there is none with respect to civilian employees of the U. S. Government. Therefore, it would appear essential to secure legislative approval prior to granting such benefits to any Agency personnel.)

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Benefits Desired

Action Required

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| <p>e. Death gratuity of six months' base pay to dependents of CIA employees whose death occurs in line of duty while serving overseas. Definition of the term "line of duty" will be required.</p> <p>f. Pay, within-grade raises, and grade promotions for vouchered funds personnel who are detained involuntarily by foreign governments.</p> <p>g. A more liberal retirement system.</p> <p>h. An appropriate and adequate leave system for all overseas employees.</p> <p>i. Better group health insurance.</p> | <p>e. Legislative action.<br/>(The same comments as in d. above, are applicable with respect to this benefit, except that no specific provision has been included in proposed CIA legislation.)</p> <p>f. Legislative action.<br/>(This benefit can be granted by the DCI only to unvouchered funds personnel at present. Vouchered funds personnel would be covered by Senate Bill No. 1890 - designed to replace the Missing Persons Act - if it is slightly modified from the form in which it was originally introduced so that it will completely serve CIA interests. Also, further modifications are required to meet objections of GAO and the GAO.)</p> <p>g. Legislative action.</p> <p>h. Legislative action</p> <p>i. Not certain.<br/>(Under study at present with the CIA-sponsored Government Employees Health Association; action required will depend on the benefits to be achieved.)</p> |
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